



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"Enriching Lives"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
[www.ladpw.org](http://www.ladpw.org)

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

February 5, 2004

IN REPLY PLEASE

REFER TO FILE: **PM-3**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**FIRE STATION 89 – NEW STATION PROJECT  
REJECT ALL CONSTRUCTION BIDS  
APPROVE THE REVISED PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
ADOPT AND READVERTISE  
SPECS. 5504 R1; C.P. 70778  
SUPERVISORIAL DISTRICT 3  
4 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
THE FIRE CHIEF THAT YOUR BOARD, ACTING AS THE GOVERNING BODY OF  
THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Reject all construction bids received on April 8, 2003, for proposed Fire Station 89.
2. Approve the enclosed appropriation adjustment to transfer an appropriation in the amount of \$239,000 to Fire Station 89, New Station project (C.P. 70778), \$44,000 from the cancellation of prior year commitments in order to reappropriate the funds in Fiscal Year 2003-04 and \$195,000 from District's Accumulated Capital Outlay Fund to fully finance the proposed project costs.
3. Approve the revised total project budget of \$5,442,788 for construction of Fire Station 89.

4. Adopt revised plans and specifications at an estimated construction cost of \$2,832,444 for construction of Fire Station 89 and instruct the Executive Officer to readvertise for bids to be received and opened on March 17, 2004, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).
5. Authorize the Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the applicable contract and bid specifications for a not to exceed fee of \$5,000 funded by existing project funds and establish the effective date following Board approval.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended actions will allow the bid process to resume for the construction of the Fire Station 89 project located in the City of Agoura Hills.

On March 4, 2003, your Board, acting as the governing body of the Consolidated Fire Protection District, adopted plans and specifications for Fire Station 89 and instructed the Executive Officer to advertise for bids. On April 8, 2003, six bids were received. The lowest bid of \$3,145,000 exceeded the project construction budget by \$570,000, which is more than 10 percent.

The Chief Administrative Office, District, and Public Works met with the architect and incorporated project revisions relating to construction materials and aesthetics into the revised plans and specifications. The revisions are estimated to reduce the construction cost by \$371,700. In addition, in compliance with the new Regional Water Quality Control Board requirements, the existing local Storm Water Pollution Prevention Plan has been upgraded to a State SWPPP. The bid analysis, implementation of design revisions, jurisdictional review and approval of the revised construction documents, and the rebidding activities have extended the completion of construction to June 2005. These modifications will not affect the operational and functional needs of the fire station.

The revised project scope includes a 10,800-square-foot, single-story station that will house one engine company, a paramedic squad, a fueling station, a Battalion Chief's office space and garage, a training room, and dormitory quarters for up to ten shift personnel.

The proposed agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule which conforms to the County's specifications.

### **Implementation of Strategic Plan Goals**

These actions are consistent with the County's Strategic Plan Goal of Service Excellence. This new fire station will provide additional fire protection and emergency medical services within the City of Agoura Hills and adjoining County unincorporated area.

### **FISCAL IMPACT/FINANCING**

Public Works' fair construction cost estimate without contingency for the revised base construction is \$2,832,444. The revised total project cost is estimated at \$5,442,788, including a change order contingency fund equal to approximately 10 percent of the expected construction bid amount. The increase of \$314,400 is the result of additional consultant services, design, review of the revised construction documents, project management, and contract administration. The Project Schedule and Budget Summary are included in Enclosure A.

The enclosed appropriation adjustment will reallocate appropriation in the amount of \$239,000 to Fire Station 89, New Station project (C.P. 70778), \$44,000 from the cancellation of prior year commitments, and \$195,000 from the District's Accumulated Capital Outlay Fund (Enclosure C). Upon your Board's approval of the enclosed appropriation adjustment, sufficient funds will be available in the Fiscal Year 2003-04 Capital Projects/Refurbishment Budget to finance the requested action and associated cost.

Fire Station 89, New Station project will be funded with \$2,818,788 development fee revenue collected from the City of Agoura Hills and within the Malibu/Santa Monica Mountains Developer Fee Area of Benefit (Area 1) and \$2,624,000 Consolidated Fire Protection District Accumulated Capital Outlay Fund.

### **Operational Financing**

The District has identified one-time costs in the amount of \$86,150 to open the new fire station. Ongoing operating costs for the new Fire Station 89 are approximately \$2,900,000 a year, which will be offset by relocating a three-person engine and one-paramedic squad from Fire Station 65. Any net increases in ongoing costs of the new station including utilities will be absorbed by the District's operating budget following occupancy.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigations history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

### **ENVIRONMENTAL DOCUMENTATION**

On March 4, 2003, your Board approved a Mitigated Negative Declaration and adopted a Mitigation Monitoring and Reporting Program for the project. The modifications to the project are within the parameters discussed in the approved document and are, therefore, consistent with the impacts assessed in the MND.

### **CONTRACTING PROCESS**

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). Following receipt of bids, we will return to your Board for construction contract award.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with the County" website.

Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this construction contract as this contract is for non-Proposition A services.

Participation by Community Business Enterprises in the project will be encouraged through Public Works' Capital Projects CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the construction of the proposed project. Fire services will continue to be provided from the existing Fire Station 65 located at 4206 North Cornell Road in the City of Agoura Hills.

The Honorable Board of Supervisors  
February 5, 2004  
Page 6

**CONCLUSION**

Please return one adopted copy of this letter to the CAO (Capital Projects Division), District, and Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

P. MICHAEL FREEMAN  
Fire Chief

CRN:ma  
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Enc. 3

cc: Auditor-Controller  
County Counsel  
Department of Public Social Services (GAIN/GROW Program)  
Office of Affirmative Action Compliance

February 5, 2004

**ENCLOSURE A**

**FIRE STATION 89 – NEW STATION PROJECT  
REJECT ALL CONSTRUCTION BIDS  
APPROVE REVISED PROJECT BUDGET  
APPROVE APPROPRIATION ADJUSTMENT  
ADOPT AND READVERTISE  
SPECS. 5504 R1; C.P. 70778**

**I. PROJECT SUMMARY**

<b>Project Activity</b>	<b>Original Scheduled Completion Date</b>	<b>Revised Completion Date</b>
Project Needs Assessment	N/A	N/A
Project Feasibility	N/A	N/A
Project Program	N/A	N/A
Design Contract Execution Amendment Execution Construction Documents Jurisdictional Approval	02/09/00* 06/14/01* 06/06/02* 02/13/03*	11/04/03* 11/13/03* 11/28/03*
Construction Bid and Award	04/15/03	06/01/04
Construction Substantial Completion Acceptance	05/26/04 07/28/04	06/23/05 09/07/05

\* Indicates completed activities.

## II. PROJECT BUDGET SUMMARY

<b>Budget Category</b>	<b>Approved Project Budget</b>	<b>Impact of this Action</b>	<b>Proposed Project Budget</b>
Land Acquisition	\$ 430,000	-0-	\$ 430,000
Construction			
(a) Construction	\$2,832,444		\$ 2,832,444
(b) Change Orders	<u>\$ 283,244</u>		<u>\$ 283,244</u>
Subtotal	\$3,115,688	-0-	\$ 3,115,688
Equipment	\$ 193,000	-0-	\$ 193,000
Plans and Specifications	\$ 306,900	\$ 17,000	\$ 323,900
Consultant Services	\$ 85,000	\$ 15,700	\$ 100,700
Miscellaneous Expenditures			
(a) Furniture	\$ 75,000	-0-	\$ 75,000
(b) Utility Connection Fees	\$ 41,000	-0-	\$ 41,000
(c) Printing/Legal	<u>\$ 5,500</u>	<u>\$ 16,300</u>	<u>\$ 21,800</u>
Subtotal	\$ 121,500	\$ 16,300	\$ 137,800
Jurisdictional Review and Plan Check	\$ 40,000	(\$ 5,000)	\$ 35,000
County Services	\$ 836,300	\$ 270,400	\$ 1,106,700
<b>Total</b>	<b>\$5,128,388</b>	<b>\$ 314,400</b>	<b>\$5,442,788</b>



Estimated cost: \$2,832,444

February 5, 2004

**ENCLOSURE B**

**FIRE STATION 89 – NEW STATION PROJECT  
REJECT ALL CONSTRUCTION BIDS  
ADOPT AND READVERTISE  
SPECS. 5504 R1; C.P. 70778**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code, Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC FEE</u>	<u>DATE OF BID OPENING</u>
3	5504 R1	Fire Station 89 29575 Canwood Street Agoura Hills, CA 91301	\$75	March 17, 2004

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, 1st Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 1:45 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2:00 p.m. on this date in Conference Room D, 1st Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

### **PRE-BID CONFERENCE**

Public Works Project Management Team will hold a pre-bid conference at 10:00 a.m. on March 3, 2004, at the project site located at 29575 Canwood Street, Agoura Hills, California 91301, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further information, please contact Ms. Montessa Duckett with Public Works Project Management Team at (626) 458-2585.

### **OTHER INSTRUCTIONS**

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, the Department can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 S. Fremont Ave.), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 S. Ave. Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,  
dated February 17, 2004.

Specs. 5504 R1

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER  
OF THE GOVERNING BODY  
OF THE CONSOLIDATED FIRE PROTECTION DISTRICT

February 5, 2004

**ENCLOSURE C**

**BUDGET ADJUSTMENT**

**4 - VOTES**

**FY 2003-04**

**FINANCIAL SOURCES**

Fire District Accumulated Capital  
Outlay Fund  
Appropriation for Contingency - Cancelled  
Commitments and A/P's  
J13 – FR – 50099-3306  
\$44,000

Fire District Accumulated Capital  
Outlay Fund  
Services & Supplies  
J13 – FR – 50099 – 2000  
\$195,000 Increases Revenue

**FINANCIAL USES**

Fire District Accumulated Capital  
Outlay Fund  
FS 89 – New Station Project  
Building and Improvements  
J13 – FR – 70778 – 6014  
\$676,000 Increase Appropriation

**JUSTIFICATION:**

The Budget Adjustment is necessary to cancel prior year commitments and reappropriate the funds in FY 2003-04 to fully fund Fire Station 89 – New Station Project.